

	Provision	Initial Setup Cost	Ongoing Cost	Positives and Negatives
1. Purchased system	Purchase of cameras with tracking, new microphones with voting functionality, hardware to record meetings and publish online ourselves, includes new projector and screen. Does not include hosted webcasting.	£95k - 117k	Maintenance contract circa £5k per annum. Hosted webcasting would be an additional ongoing annual cost of between £15k and £20k.	POSITIVES – Ongoing tech support, future proof, professional results, cameras pan to speakers, strapline names speakers, electronic voting system, speech timing, links with Mod Gov. NEGATIVES – high setup cost and ongoing costs. Still requires some input from Dem Services with regarding to configurations/settings. Maintenance contract is an additional ongoing cost
2. Leased system	Leasing of new microphones with option to add voting functionality, hardware to record meetings and publish online ourselves. Does not include hosted webcasting.	ZERO	Between £1100 - £1750 per calendar month depending on the term. Hosted webcasting would be an additional ongoing annual cost of between £15k and £20k.	POSITIVES – as above and enables us to trial the system before considering purchase with no initial outlay. Option to purchase system at slight discount after 1 year. Lease includes maintenance contract. Long-term lease includes replacement system at 10 years. NEGATIVES – as above. Over the term the cost is almost equivalent to purchasing and does not include webcasting. Have to commit to minimum term of 1 year.
3. Video production/live streaming services	Video production and live streaming service. Would provide 5 robotic cameras and audio, setup on the day and operate all equipment, and provide a link in advance to the meeting.	ZERO	£345 per meeting – covers 4 hours including meeting and setup time.	POSITIVES – zero initial outlay, zero maintenance of equipment, able to trial with no commitment, no impact on staffing cost/time. Experience with neighbouring authority. NEGATIVES – the cost of streaming all Committee and Council meetings on this basis would be circa. £20k for a municipal year. Does not upgrade the Council's own equipment or facilitate hybrid meetings on a permanent basis.